

# Lakshita Dang

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Lakshita Dang

## Professional Summary

Motivated individual with a Bachelor's in Mathematics, pursuing a course in Business Analysis. Skilled in data interpretation, stakeholder coordination, and problem-solving, with a strong passion for leveraging insights to drive strategic decisions and optimize business processes.

## Education

### ·Diploma in Event Management

Ignou University, New Delhi

2024-present

### ·Bachelor of Science, Mathematics

S.S. Jain Subodh P.G. (Autonomous) College, Jaipur

2020- 2023

## Skills

**Technical Skills:** Microsoft Office Suite (Word, Excel, PowerPoint), Python Programming, Business Analysis

**Management Skills:** Project Management, Team Collaboration, Stakeholder Management, Risk Management

**Interpersonal Skills:** Trend Analysis, Problem-Solving, Strategic Analysis, Gap Identifications, Integration, Market and Industry Analysis, Creative Thinking, Brain Storming, Time Management

## Experience

### ·Event Manager Intern | Knot So Special

Dec 2024 – Present

- Collaborated with high-profile teams, including Lakme, to successfully execute large-scale events for 500+ attendees.
- Managed event logistics, vendor coordination, and scheduling to ensure seamless operations.
- Supervised workflows, maintaining quality standards and meeting tight deadlines.
- Utilized data to identify areas for process improvement and reduced delays in event execution
- Resolved on-site challenges by liaising with stakeholders and aligning objectives effectively.

### · Business Development Specialist Intern | Younity

Jan 2024 – Feb 2024

- Spearheaded lead-generation strategies via social media and networking platforms, resulting in a 20% increase in client engagement.
- Conducted market research to identify and engage potential customers with tailored solutions.
- Recognized as "Proactive Personnel" and "Star Performer" for exceeding performance goals.

### · Volunteer | Read a Story

Dec 2024 – Present

- Promoting literacy and education among underprivileged children through interactive storytelling sessions.
- Developed engaging sessions to foster a love for reading and improve language skills in young learners.

## Achievements & Awards

- Secured "MHRD Scholarship" in 12th grade.
- Recipient of "GARGI Scholarship" (twice).
- Participated as a player in the 6th Senior National Tennis Cricket Championship (Women) – 2021.
- Awarded for excellent coordination, management, and hosting in a Garba event (2021, Pragma Institute).

## Certificates

### ·Python Programming Internship

Samyak Institute, Jaipur

Nov 2022 - Dec 2022

### · Soft Skills and Life Skills Training

Pragma Institute of Personality Development, Jaipur

Sept 2022 - Nov 2022

### · Training in BPS Insurance and Self-Management

ICT Academy, Chennai

Aug 2022 - Sept 2022

### · Integrated Marketing Management

IISC Bangalore

Jan 2025 - March 2025

### · Business Analytics with Excel: Elementary to Advanced

John Hopkins University

Jan 2025 - June 2025